

**City of Belmont
PARKS & RECREATION COMMISSION
MINUTES OF REGULAR MEETING OF DECEMBER 7, 2016
One Twin Pines Lane, City Council Chambers**

CALLED TO ORDER AT 7:00 PM

COMMISSIONERS PRESENT: Vargas, Foehr, Sullivan, Block, Sebti, Bortoli, Mittelstadt, and Fine

COMMISSIONERS ABSENT: Michaels

STAFF PRESENT: Parks and Recreation Director Gervais, Battalion Chief Thrasher, Senior Parks Maintenance Worker Ward, Recreation Manager Brunson, Recreation Supervisor Guastella, Recreation Specialist Giacoletto and Administrative Assistant Saggau

ANNOUNCEMENTS/AGENDA AMENDMENTS

Commissioner Bortoli reported on the Senior Advisory Committee and senior programs.

Commissioner Mittelstadt gave an update on the Dog Management Ad-Hoc Committee.

Youth Commissioner Sebti reported on the Youth Advisory Committee (YAC).

Recreation Supervisor Guastella provided details on the Santa at the Firehouse event.

Recreation Specialist Giacoletto noted upcoming events: Walk in the Park, YAC Social, Talent Show and Father/Daughter Sweetheart Dance.

CONSENT CALENDAR

November 2, 2016 Minutes

Revisions: Chair Vargas noted Isaac Braunstein was in attendance at the Commission meeting and asked that the minutes reflect his presence.

ACTION: On a motion by Commissioner Block, seconded by Commissioner Mittelstadt the minutes were approved with the revision. Vote 5 Commissioners and 2 Youth Commissioners in favor. (Commissioner Sullivan abstained, Commissioner Michaels absent)

ITEMS OF BUSINESS

Belmont's Open Space Management Including Trails, Fire Management, Natural Resources, Boundary Management, and Interpretive Programs

Parks and Recreation Director Gervais gave a report on the open space areas in Belmont. He noted Fire Safe Crews and volunteers assist with trail maintenance. Hazards in the open space were reviewed. Senior Parks Maintenance Worker Ward provided details on trail maintenance work completed by the Parks Division staff.

Parks and Recreation Director Gervais noted the Lake Loop trail has been completed. He noted that the Department has no new trails planned and a trails plan is needed for the open space.

Battalion Chief Thrasher reviewed the fire management in the open space areas and explained how building codes and vegetation management help with fire prevention.

Parks and Recreation Director Gervais reviewed the wildlife, vegetation and invasive plant species in the open space. Senior Parks Maintenance Worker Ward spoke about Sudden Oak Death.

Parks and Recreation Director Gervais noted additional issues in the open space with boundaries, erosion, tree cutting and construction.

Recreation Specialist Giacoletto reviewed the interpretive programs offered in the open space area.

Andrew Elliott spoke in favor of having more bike features in the open space areas.

Tom Switzer spoke in support of a pump track for bicycles in the open space area.

Alex Switzer spoke in favor of more bike features in the open space area.

Paul Sheng - provided copies of his email he sent to the Commission and spoke in support of installing a pump track in the open space area.

Commissioners provided comments and recommendations:

- Use volunteers to do trail maintenance
- Do not construct new trails until a trail plan is developed
- Explore pump track idea
- Install or improve trail markers on trails
- Continue expanding interpretive programs in open space
- Consider investing in solutions to prevent invasive species
- Improve volunteer network
- Consider dogs in mixed use of open space
- Acknowledge history of how trails were built by mountain bikers
- Continue volunteer and department partnership
- Find ways to bring the community into the open space
- Trail markers could be completed by an Eagle Scout project or Belmont connects
- Install interpretative signs
- Volunteer Coordinator position would be beneficial for City

- Look at partnership opportunities with organizations such as Peninsula Open Space Trust to learn their standards on how they maintain their open spaces
- Hire more maintenance workers to maintain open space
- Consider Park Ranger position
- Include the Open Space program in the budget

Youth and Teen Services Grant from San Mateo County

Parks and Recreation Director Gervais reviewed the recommendations from the Youth Engagement Ad-Hoc Committee to expand youth and teen programming. He noted that the YAC (Youth Advisory Committee) has been created.

Parks and Recreation Director Gervais explained the City of Belmont has been awarded grant funding from the County of San Mateo Measure A funds. Recreation Supervisor Guastella reviewed the order of the priorities for use of these funds. Recreation Manager Brunson spoke about the Recreation Specialist position needed to operate the Homework Center/Teen Room and emphasized need for additional staffing due to the YAC formation.

Parks and Recreation Director noted that a snack shack no longer needed by Belmont Youth Softball Association may be available for Barrett Community Center.

Commissioners provided comments and suggestions:

- High School students could volunteer and assist the Recreation Specialist with tutoring
- Have YAC members participate in interviews for Recreation Specialist
- Collect data from users of the teen center with an online survey
- Collect statistics on the number of youths attending the teen center
- Quality staffing is crucial for success
- Priorities as outlined are appropriate

ACTION: On a motion by Commissioner Foehr, seconded by Commissioner Mittelstadt, the Commission recommends to Council that they accept the grant from the Measure A funds from the County for the priorities outlined in the report. Vote 6 Commissioners and 2 Youth Commissioners in favor. (Commissioner Michaels absent)

OTHER BUSINESS / UPDATES

Department Reports

Parks and Recreation Director Gervais reported on the following:

- Alexander Park Restroom project
- School District meeting discussion on potential joint project at Barrett Community Center
- Davey Glen Park project
- Picnic Reservations online
- Field sections closed at Nesbitt & Ralston schools for restoration
- Potential Eagle Scout project in median in front of Barrett Community Center
- Belmont Connects planter boxes project on Ralston Avenue by Walgreens

- Median project on Hallmark near Ralston Avenue

Questions and Comments

In response to Commissioner Bortoli's question Parks and Recreation Director Gervais stated staff met with the resident that attended a previous meeting and had concerns with maintenance at Hallmark Park. Additional work was completed in Hallmark Park in response to the comments.

Commissioner Sullivan noted Santa will join the bicyclists group on their annual Christmas Lights Ride.

Future Agenda Items

Priority Report
Youth Sports
Pump Track
Dog Ad-Hoc Committee
Volunteer Coordinator

ADJOURNMENT

The meeting was adjourned at 9:35 p.m.

Jonathan Gervais
Parks and Recreation Director